

**U.S. DEPARTMENT OF COMMERCE  
CHARTER OF THE  
ADVISORY COMMITTEE ON COMMERCIAL REMOTE SENSING**

**Establishment**

The Secretary of Commerce, having determined that it is in the public interest in connection with the performance of duties imposed on the Department by law and with the concurrence of the General Services Administration, hereby establishes the National Oceanic and Atmospheric Administration (NOAA) Advisory Committee on Commercial Remote Sensing (the Committee), pursuant to the Federal Advisory Committee Act, 5 U.S.C. App. 2. This Committee shall serve as a component of the President's National Space Policy, which encourages U.S. commercial leadership in space activities.

**Scope**

The Committee will provide information, advice, and recommendations to the Under Secretary of Commerce for Oceans and Atmosphere on matters relating to the U.S. commercial remote-sensing industry and NOAA's activities to carry out the responsibilities of the Department of Commerce set forth in the Land Remote Sensing Policy Act of 1992 (15 U.S.C. 5621-5625). The Committee will function solely in an advisory capacity and in accordance with the provisions of the Federal Advisory Committee Act. The Committee shall not exercise program management or regulatory development responsibilities, nor make any decisions directly affecting the programs on which it provides advice. The Committee shall provide a forum for the development, consideration, and communication of information from a knowledgeable, independent perspective.

**Objectives and Duties**

1. The Committee will undertake such information gathering activities as necessary to define issues submitted by NOAA for its consideration, develop positions on those issues, and present its positions to the Under Secretary of Commerce for Oceans and Atmosphere.
2. The Committee will evaluate economic, technological, and institutional developments relating to commercial remote sensing and submit to the Under Secretary of Commerce for Oceans and Atmosphere recommendations on promising new ideas and approaches for federal policies and programs.
3. The Committee will serve as a forum for the discussion of issues involving the relationship between industry activities and Government policies, programs, and regulatory requirements.

## Members and Chairperson

1. The Committee shall be composed of no less than 12 but not more than 15 members serving in a representative capacity, each of whom shall be appointed by the Under Secretary of Commerce for Oceans and Atmosphere, after consultation with the appropriate government agencies, industry and business organizations, the scientific community, and public interest groups. Members shall be selected based on clear, standardized criteria in accordance with applicable Department of Commerce policies. Members shall serve at the discretion of the Secretary. The membership shall be fairly balanced in terms of points of view represented and the functions to be performed by the Committee.
2. Each member shall be recommended by the Assistant Administrator for Satellite and Information Services for a 2-year term, with each member eligible to be reappointed by the Under Secretary of Commerce for Oceans and Atmosphere for one successive term. After the first term, terms shall be staggered by appointing or reappointing some members to one-year terms and others to two-year terms so that approximately one-half of the membership shall expire each year. Any person appointed to fill a vacancy occurring prior to the expiration of the term for which his or her predecessor was appointed shall be appointed for the remainder of such term. Regardless if their terms have expired, members shall continue to serve until their replacement has been appointed.
3. A Chairperson and Vice-Chairperson shall be chosen by the Under Secretary of Commerce for Oceans and Atmosphere upon recommendation of the Assistant Administrator for Satellite and Information Services, and may be asked to assist in the selection of other Committee members from candidates suggested by appropriate entities.
4. The Committee may establish such subcommittees of its members as may be necessary, subject to the provisions of the Department of Commerce Committee Management Handbook. Such subcommittees may be established to examine in detail issues of interest to the Committee falling within the scope of this Charter, and to make recommendations to the full Committee regarding same.
5. Members may be represented at Committee meetings and activities by alternates representing the same interest as the member; alternates shall have the full rights and duties of membership. Selection of an alternate shall be made by the member's organization in writing to the Assistant Administrator for Satellite and Information Services, with the approval of the Chairperson at any time prior to the meeting or activity for which the selection is made. Unless otherwise specified by the Assistant Administrator for Satellite and Information Services, the selection is valid for only one meeting or activity, including any continuation of that meeting or activity.

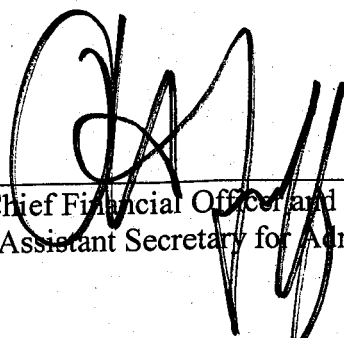
6. Members of the Committee shall not be compensated for their participation, but may, upon request, be allowed travel and per diem expenses on a case-by-case basis as authorized by 5 U.S.C. 5701 et. seq.

#### **Administrative Provisions**

1. The estimated annual operating cost of the Committee is \$50,000, which includes printing, miscellaneous, and related costs. Approximately 0.5 person years are required to support the Committee. The International and Interagency Affairs Office of NOAA's National Environmental Satellite, Data, and Information Service (NESDIS) shall furnish support services for the operation of the Committee, including maintenance of Committee records. The Assistant Administrator for Satellite and Information Services shall designate a member of the International and Interagency Affairs Office, NESDIS, to be the Designated Federal Officer (DFO).
2. The Committee shall meet at least twice each calendar year and upon the call of the Chairperson, subject to the approval of the DFO. The Committee may not meet in absence of the DFO or a departmental employee designated as an alternate DFO. The DFO shall adjourn any meeting whenever it is determined to be in the public interest. An agenda for each meeting shall be approved in advance by the DFO.
3. The Chairperson or, in the absence of the Chairperson, the Vice-Chairperson shall preside at each meeting.
4. Timely notice of such meetings shall be published in the Federal Register at least 15 days before the meeting, except in emergency situations.
5. Except as described in paragraph 6 below, each Committee meeting shall be open to the public and interested persons shall be permitted to attend and appear before the Committee, subject to reasonable limitations of space and time.
6. The meeting may be closed to the public only as authorized by Section 10(d) of the Federal Advisory Committee Act (5 U.S.C. App.2), as amended and applicable regulations. Meetings or portions of meetings may be closed to the public where the Under Secretary of Commerce for Oceans and Atmosphere determines that such portion of a meeting should be closed in accordance with 5 U.S.C. 552 b(c). Any such determination shall be in writing and shall contain the reasons for the determination. If such a determination is made, the Committee shall issue a report at least annually setting forth a summary of its activities and such related matters as would be informative to the public consistent with 5 U.S.C. 552. Interested persons may file written statements with the Committee at any time.

### Duration

The Committee shall terminate two years from the date of the filing of this Charter with the appropriate U.S. Senate and House of Representatives Oversight Committees unless earlier terminated or renewed by proper authority.



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Chief Financial Officer and  
Assistant Secretary for Administration

05-03-04  
\_\_\_\_\_  
Date

Pursuant to subsection 9(c) of the Federal Advisory Committee Act, 5 U.S.C. App. 2, this charter was filed with the Chief Financial Officer and Assistant Secretary for Administration on May 3, 2004. On the same date, a copy was filed with the following committees of Congress, and a copy furnished to the Library of Congress:

- Senate Committee on Commerce, Science and Transportation
- Senate Finance Committee
- House Committee on Science
- House Committee on Resources

5-5-04

Date



Linda K. Anadale  
Committee Management Officer  
U.S. Department of Commerce